

CITY ADMINISTRATOR

SUSANVILLE CITY ADMINISTRATOR

Response Requested: Susanville City Council

Findings: Concerns were expressed to the Grand Jury about the City Administrator exceeding the authority granted by the City Municipal Code Section 2.08.090. "Powers and duties – appointment, removal, promotion and demotion of officers and employees. It shall be duty of the City Administrator to appoint and remove or promote or demote any and all officers and employees of the City with the approval of the City Council."

The City of Susanville has adopted the City Administrator form of government not the City Manager form. In the City Manager form, appointment and removal of employees without the approval of the City Council is one of the powers granted.

The last time the City Council approved a hire that was not a full time regular employee was January 19, 2000. To comply with City Code Section all appointments or removals must be submitted to the City Council for approval.

City of Susanville Municipal Code Section 2.08.191 Powers and Duties – Additional Duties: It shall be the duty of the City Administrator to perform such other duties and exercise such other powers as may be delegated to him or her from time to time by ordinance or resolution or other action by the City Council.

There is no documentation that the City Council granted to the City Administrator any other authority for appointment or removal of employees.

Recommendations: The Susanville City Council enforce the provisions of Municipal Code Section 2.08.090 which requires Council approve of all appointments and removals of employees.